Occupational Safety and Health Administration 1141 Montlimar Drive Suite 1006 Mobile, AL 36609 Phone: 251-441-6131 Fax: 251-441-6396



Citation and Notification of Penalty

Sabel Steel Service, Inc. and its successors P.O. DRAWER 4747 Montgomery, AL 36103

Inspection Site: 2811 Day St. Montgomery, AL 36103 **Inspection Number: 1007083**

Inspection Date(s): 11/04/2014 - 11/05/2014

Issuance Date: 04/30/2015

The violation(s) described in this Citation and Notification of Penalty is (are) alleged to have occurred on or about the day(s) the inspection was made unless otherwise indicated within the description given below.

This Citation and Notification of Penalty (this Citation) describes violations of the Occupational Safety and Health Act of 1970. The penalty(ies) listed herein is (are) based on these violations. You must abate the violations referred to in this Citation by the dates listed and pay the penalties proposed, unless within 15 working days (excluding weekends and Federal holidays) from your receipt of this Citation and Notification of Penalty you either call to schedule an informal conference (see paragraph below) or you mail a notice of contest to the U.S. Department of Labor Area Office at the address shown above. Please refer to the enclosed booklet (OSHA 3000) which outlines your rights and responsibilities and which should be read in conjunction with this form. Issuance of this Citation does not constitute a finding that a violation of the Act has occurred unless there is a failure to contest as provided for in the Act or, if contested, unless this Citation is affirmed by the Review Commission or a court.

Posting - The law requires that a copy of this Citation and Notification of Penalty be posted immediately in a prominent place at or near the location of the violation(s) cited herein, or, if it is not practicable because of the nature of the employer's operations, where it will be readily observable by all affected employees. This Citation must remain posted until the violation(s) cited herein has (have) been abated, or for 3 working days (excluding weekends and Federal holidays), whichever is longer.

Informal Conference - An informal conference is not required. However, if you wish to have such a conference you may request one with the Area Director during the 15 working day contest period. During such an informal conference you may present any evidence or views which you believe would support an adjustment to the citation(s) and/or penalty(ies).

If you are considering a request for an informal conference to discuss any issues related to this Citation and Notification of Penalty, you must take care to schedule it early enough to allow time to contest after the informal conference, should you decide to do so. Please keep in mind that a written letter of intent to contest must be submitted to the Area Director within 15 working days of your receipt of this Citation. The running of this contest period is not interrupted by an informal conference.

If you decide to request an informal conference, please complete, remove and post the Notice to Employees next to this Citation and Notification of Penalty as soon as the time, date, and place of the informal conference have been determined. Be sure to bring to the conference any and all supporting documentation of existing conditions as well as any abatement steps taken thus far. If conditions warrant, we can enter into an informal settlement agreement which amicably resolves this matter without litigation or contest.

Right to Contest — You have the right to contest this Citation and Notification of Penalty. You may contest all citation items or only individual items. You may also contest proposed penalties and/or abatement dates without contesting the underlying violations. Unless you inform the Area Director in writing that you intend to contest the citation(s) and/or proposed penalty(ies) within 15 working days after receipt, the citation(s) and the proposed penalty(ies) will become a final order of the Occupational Safety and Health Review Commission and may not be reviewed by any court or agency.

Penalty Payment – Penalties are due within 15 working days of receipt of this notification unless contested. (See the enclosed booklet and the additional information provided related to the Debt Collection Act of 1982.) Make your check or money order payable to "DOL-OSHA". Please indicate the Inspection Number on the remittance. You can also make your payment electronically on www.pay.gov. On the left side of the pay.gov homepage, you will see an option to Search Public Forms. Type "OSHA" and click Go. From the results, click on OSHAPenaltyPaymentForm. The direct link is:

https://www.pay.gov/paygov/forms/formInstance.html?agencyFormId=53090334.

You will be required to enter your inspection number when making the payment. Payments can be made by credit card or Automated Clearing House (ACH) using your banking information. Payments of \$25,000 or more require a Transaction ID, and also must be paid using ACH. If you require a Transaction ID, please contact the OSHA Debt Collection Team at (202) 693-2170.

OSHA does not agree to any restrictions or conditions or endorsements put on any check, money order, or electronic payment for less than the full amount due, and will process the payments as if these restrictions or conditions do not exist.

Notification of Corrective Action — For each violation which you do not contest, you must provide abatement certification to the Area Director of the OSHA office issuing the citation and identified above. This abatement certification is to be provided by letter within 10 calendar days after each abatement date. Abatement certification includes the date and method of abatement. If the citation indicates that the violation was corrected during the inspection, no abatement certification is required for that item. The abatement certification letter must be posted at the location where the violation appeared and the corrective action took place or employees must otherwise be effectively informed about abatement activities. A sample abatement certification letter is enclosed with this Citation. In addition, where the citation indicates that abatement documentation is necessary, evidence of the purchase or repair of equipment, photographs or video, receipts, training records, etc., verifying that abatement has occurred is required to be provided to the Area Director.

Employer Discrimination Unlawful - The law prohibits discrimination by an employer against an

employee for filing a complaint or for exercising any rights under this Act. An employee who believes that he/she has been discriminated against may file a complaint no later than 30 days after the discrimination occurred with the U.S. Department of Labor Area Office at the address shown above.

Employer Rights and Responsibilities – The enclosed booklet (OSHA 3000) outlines additional employer rights and responsibilities and should be read in conjunction with this notification.

Notice to Employees – The law gives an employee or his/her representative the opportunity to object to any abatement date set for a violation if he/she believes the date to be unreasonable. The contest must be mailed to the U.S. Department of Labor Area Office at the address shown above and postmarked within 15 working days (excluding weekends and Federal holidays) of the receipt by the employer of this Citation and Notification of Penalty.

Inspection Activity Data – You should be aware that OSHA publishes information on its inspection and citation activity on the Internet under the provisions of the Electronic Freedom of Information Act. The information related to these alleged violations will be posted when our system indicates that you have received this citation. You are encouraged to review the information concerning your establishment at www.osha.gov. If you have any dispute with the accuracy of the information displayed, please contact this office.

U.S. Department of Labor
Occupational Safety and Health Administration



NOTICE TO EMPLOYEES OF INFORMAL CONFERENCE

An informal conference has been scheduled with OSHA to discuss the citation(s) issued on
04/30/2015. The conference will be held by telephone or at the OSHA office located at 1141
Montlimar Drive, Suite 1006, Mobile, AL 36609 on at
Employees and/or representatives of employees have a right to attend an
informal conference.

CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Inspection Number: 1007083

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Issuance Date: 04/30/2015

List the specific method of correction for each item on this citation in this package that does not read "Corrected During Inspection" and return to: U.S. Department of Labor – Occupational Safety and Health Administration, 1141 Montlimar Drive, Suite 1006, Mobile, AL 36609

Citation Number By (Method of Abatement	and Item Number nt):	was corrected on	
Citation Numbera By (Method of Abatemer	and Item Number	was corrected on	
Citation Number a	and Item Number	Was compated an	
Citation Number a	nd Item Number	was corrected on	
Citation Number	nd Item Number	Was compated	
Citation Number as	nd Item Number	was competed.	
	on contained in this	document is accurate and th	at the affected employees and their
		10000000000000000000000000000000000000	
Signature		Date	
Typed or Printed Name	No.	Title	

NOTE: 29 USC 666(g) whoever knowingly makes any false statements, representation or certification in any application, record, plan or other documents filed or required to be maintained pursuant to the Act shall, upon conviction, be punished by a fine of not more than \$10,000 or by imprisonment of not more than 6 months or both.

POSTING: A copy of completed Corrective Action Worksheet should be posted for employee review

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 1 Type of Violation: Serious

29 CFR 1910.23(c)(1): Open-sided floors and/or platforms four feet or more above adjacent floor or ground level were not guarded with standard railings (or equivalent).

a) Top of the building at the Shear control area; On or about November 4, 2014 and at times prior thereto the employer exposed employees to fall hazards in that employees were allowed to walk and work on a roof approximately 14 feet above the next level that did not have a standard height handrail

Date By Which Violation Must be Abated: Proposed Penalty:

Quick Fix Applied \$3613.00

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 2 Type of Violation: Serious

29 CFR 1910.147(c)(4)(i): Procedures were not developed, documented and utilized for the control of potentially hazardous energy when employees were engaged in activities covered by this section:

a) Facility; On or about November 4, 2014 and at times prior thereto the employer exposed employees to potential hazardous energies in that employees were allowed to work on the equipment such as but not limited to the shear without locking it out in accordance with the established procedures.

Date By Which Violation Must be Abated: Proposed Penalty:

05/19/2015 \$5000.00

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

The alleged violations below have been grouped because they involve similar or related hazards that may increase the potential for injury or illness.

Citation 1 Item 3 a Type of Violation: Serious

29 CFR 1910.303(b)(2): Listed or labeled electrical equipment was not used or installed in accordance with instructions included in the listing or labeling:

a) Warehouse attached to the office; On or about November 4, 2014 and at times prior thereto the employer exposed employees to electrical hazards in that employees were allowed to workaround and access an electrical outlet that was damaged and had exposed live parts.

Date By Which Violation Must be Abated: Proposed Penalty:

Quick Fix Applied \$3613.00

Inspection Number: 1007083

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 3 b Type of Violation: Serious

29 CFR 1910.305(b)(1)(i): Conductors entering cutout boxes, cabinets, or fittings were not protected from abrasions:

a) Shear; On or about November 4, 2014 and at times prior thereto the employer exposed employees to electrical hazards in that employees were allowed to walk and work around electrical conductors entering an electrical box on the Shear that were not protected from abrasion.

Date By Which Violation Must be Abated:

Quick Fix Applied

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 3 c Type of Violation: Serious

29 CFR 1910.305(b)(2)(i): Each outlet box in completed installations did not have a cover, faceplate, or fixture canopy:

- a) Warehouse attached to the office: On or about November 4, 2014 and at times prior thereto the employer exposed employees to electrical hazards in that employees were allowed workaround and access an electrical outlet that did not have a cover.
- b) Shear shaker table: On or about November 4, 2014 and at times prior thereto the employer exposed employees to electrical hazards in that employees were allowed to work around an electrical junction box that did not have a cover.
- a) Time clock: On or about November 4, 2014 and at times prior thereto the employer exposed employees to electrical hazards in that employees were allowed to workaround an electrical outlet that did not have a cover.

Date By Which Violation Must be Abated:

Quick Fix Applied

Inspection Number: 1007083

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

The alleged violations below have been grouped because they involve similar or related hazards that may increase the potential for injury or illness.

Citation 1 Item 4 a Type of Violation: Serious

29 CFR 1910.1025(d)(2): An initial determination was not made to determine if any employee may be exposed to lead at or above the action level:

a) Burn yard: On or about November 5, 2014: The employer exposed employees to a lead level of 0.085 mg/m3, 1.71 times the permissible exposure level of 0.050 mg/m3 without having evaluated the job task to determine the levels of lead that the employees could be exposed to.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated: Proposed Penalty:

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 4 b Type of Violation: Serious

29 CFR 1910.1025(e)(3)(i): The employer did not establish and implement a written compliance program to reduce exposures to or below the permissible exposure limit, solely by means of engineering and work practice controls:

a) Burn yard: On or about November 5, 2014: The employer exposed employees to a lead level of 0.085 mg/m3, 1.7 times the permissible exposure level of 0.050 mg/m3 without having a lead control program in place in the facility.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

Inspection Number: 1007083

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 4 c Type of Violation: Serious

29 CFR 1910.1025(c)(1): Employee(s) were exposed to lead at concentrations greater than fifty micrograms per cubic meter of air averaged over an eight-hour period:

a) Burn yard: On or about November 5, 2014: The employer exposed employees to a lead level of 0.085 mg/m3, 1.71 times the permissible exposure level of 0.050 mg/m3 while performing torch cutting operations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

Inspection Number: 1007083

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 4 d Type of Violation: Serious

29 CFR 1910.1025(f)(2)(i): The employer did not implement a respiratory protection program in accordance with 29 CFR 1910.134(b) through (d) (except (d)(1)(iii)), and (f) through (m) for each employee required by 29 CFR 1910.1025 to use a respirator:

a) Burn yard: On or about November 5, 2014: The employer exposed employees to a lead level of 0.085 mg/m3, 1.71 times the permissible exposure level of 0.050 mg/m3 without putting in place the necessary elements of a respiratory protection program to protect the employees.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 5 Type of Violation: Serious

29 CFR 1910.1025(g)(1): Appropriate protective work clothing and equipment was not provided when employee(s) were exposed to lead above the permissible exposure limit (PEL), without regard to the use of respirators, or where the possibility of skin or eye irritation exists:

a) Burn yard: On or about November 5, 2014: The employer exposed employees to a lead level of 0.085 mg/m3, 1.71 times the permissible exposure level of 0.050 mg/m3 while using a cutting torch without providing appropriate protective clothing for the employees.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated: Proposed Penalty:

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

The alleged violations below have been grouped because they involve similar or related hazards that may increase the potential for injury or illness.

Citation 1 Item 6 a Type of Violation: Serious

29 CFR 1910.1025(i)(2)(i): Clean change rooms were not provided for employees exposed to lead in excess of the permissible exposure limit (PEL), without regard to the use of respirators:

a) Burn yard: On or about November 5, 2014: The employer exposed employees to a lead level of 0.085 mg/m3, 1.71 times the permissible exposure level of 0.050 mg/m3 without providing change rooms for the exposed employees.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated: Proposed Penalty:

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 6 b Type of Violation: Serious

29 CFR 1910.1025(i)(3)(i): Employee(s) exposed to lead in excess of the permissible exposure limit (PEL), without regard to the use of respirators, were not required to shower at the end of the work shift:

a) Burn yard: On or about November 5, 2014: The employer exposed employees to a lead level of 0.085 mg/m3, 1.71 times the permissible exposure level of 0.050 mg/m3 without having a shower available for employees to use at the end of their work shift.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 7 Type of Violation: Serious

29 CFR 1910.1025(j)(1)(i): A medical surveillance program was not instituted for all employee(s) who were, or could be exposed to lead above the action level for more that thirty days per year:

a) Burn yard: On or about November 5, 2014: The employer exposed employees to a lead level of 0.085 mg/m3, 1.71 times the permissible exposure level of 0.050 mg/m3 without having the employees in a medical surveillance program.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated: Proposed Penalty:

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 8 Type of Violation: Serious

29 CFR 1910.1025(l)(1)(ii): The employer did not train each employee who is subject to exposure to lead at or above the action level, or for whom the possibility of skin or eye irritation exists, in accordance with the requirements of 29 CFR 1910.1025:

a) Burn yard: On or about November 5, 2014: The employer exposed employees to a lead level of 0.085 mg/m3, 1.71 times the permissible exposure level of 0.050 mg/m3 without training employees on the control methods to protect there employees from lead.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated: Proposed Penalty:

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 1 Item 9 Type of Violation: Serious

29 CFR 1910.1025(m)(2)(v): Employer did not post the following warning signs in each work area where the permissible exposure limit (PEL) was exceeded that included the following; WARNING, LEAD WORK AREA, POISON, NO SMOKING OR EATING:

a) Burn yard: On or about November 5, 2014: The employer exposed employees to a lead level of 0.085 mg/m3, 1.71 times the permissible exposure level of 0.050 mg/m3 without placing warning signs in the area where lead exposures may be present.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated: Proposed Penalty:

05/27/2015 \$4250.00

Occupational Safety and Health Administration Inspection Date(s): 11/04/2014 - 11/05/2014

Inspection Number: 1007083

Issuance Date: 04/30/2015



Citation and Notification of Penalty

Company Name: Sabel Steel Service, Inc.

Inspection Site: 2811 Day St., Montgomery, AL 36103

Citation 2 Item 1 Type of Violation: Other-than-Serious

29 CFR 1910.180(d)(2)(ii): Periodic inspection(s), 1-12 month interval, or as specifically recommended by the manufacturer was not conducted:

a) Facility: On or about November 4, 2014: The employer failed to ensure that the locomotive crane used on the site was given a periodic inspection at least once in a 12 month time span.

Date By Which Violation Must be Abated:

Proposed Penalty:

05/27/2015

\$0.00

Joseph Roesler Area Director

Occupational Safety and Health Administration 1141 Montlimar Drive Suite 1006 Mobile, AL 36609

Phone: 251-441-6131 Fax: 251-441-6396



INVOICE / DEBT COLLECTION NOTICE

Company Name:

Sabel Steel Service, Inc.

Inspection Site:

2811 Day St., Montgomery, AL 36103

Issuance Date:

04/30/2015

Summary of Penalties for Inspection Number 1007083
Citation 1, Serious \$51476.00
Citation 2, Other-than-Serious \$0.00
TOTAL PROPOSED PENALTIES \$51476.00

To avoid additional charges, please remit payment promptly to this Area Office for the total amount of the uncontested penalties summarized above. Make your check or money order payable to: "DOL-OSHA". Please indicate OSHA's Inspection Number (indicated above) on the remittance. You can also make your payment electronically on www.pay.gov. On the left side of the pay.gov homepage, you will see an option to Search Public Forms. Type "OSHA" and click Go. From the results, click on OSHA Penalty Payment Form. The direct link is https://www.pay.gov/paygov/forms/formInstance.html?agencyFormId=53090334. You will be required to enter your inspection number when making the payment. Payments can be made by credit card or Automated Clearing House (ACH) using your banking information. Payments of \$25,000 or more require a Transaction ID, and also must be paid using ACH. If you require a Transaction ID, please contact the OSHA Debt Collection Team at (202) 693-2170.

OSHA does not agree to any restrictions or conditions or endorsements put on any check, money order, or electronic payment for less than the full amount due, and will cash the check or money order as if these restrictions or conditions do not exist.

If a personal check is issued, it will be converted into an electronic fund transfer (EFT). This means that our bank will copy your check and use the account information on it to electronically debit your account for the amount of the check. The debit from your account will then usually occur within 24 hours and will be shown on your regular account statement. You will not receive your original check back. The bank will destroy your original check, but will keep a copy of it. If the EFT cannot be completed because of insufficient funds or closed

account, the bank will attempt to make the transfer up to 2 times.

Pursuant to the Debt Collection Act of 1982 (Public Law 97-365) and regulations of the U.S. Department of Labor (29 CFR Part 20), the Occupational Safety and Health Administration is required to assess interest, delinquent charges, and administrative costs for the collection of delinquent penalty debts for violations of the Occupational Safety and Health Act.

Interest: Interest charges will be assessed at an annual rate determined by the Secretary of the Treasury on all penalty debt amounts not paid within one month (30 calendar days) of the date on which the debt amount becomes due and payable (penalty due date). The current interest rate is one percent (1%). Interest will accrue from the date on which the penalty amounts (as proposed or adjusted) become a final order of the Occupational Safety and Health Review Commission (that is, 15 working days from your receipt of the Citation and Notification of Penalty), unless you file a notice of contest. Interest charges will be waived if the full amount owed is paid within 30 calendar days of the final order.

<u>Delinquent Charges</u>: A debt is considered delinquent if it has not been paid within one month (30 calendar days) of the penalty due date or if a satisfactory payment arrangement has not been made. If the debt remains delinquent for more than 90 calendar days, a delinquent charge of six percent (6%) per annum will be assessed accruing from the date that the debt became delinquent.

Administrative Costs: Agencies of the Department of Labor are required to assess additional charges for the recovery of delinquent debts. These additional charges are administrative costs incurred by the Agency in its attempt to collect an unpaid debt. Administrative costs will be assessed for demand letters sent in an attempt to collect the unpaid debt.

Joseph Roesler

Area Director

4/30/2015